



UNITED STATES OF AMERICA
RAILROAD RETIREMENT BOARD
844 NORTH RUSH STREET
CHICAGO, ILLINOIS 60611-2092

OFFICE OF PROGRAMS
RETIREMENT BENEFITS DIVISION - RIS

Phone: (312) 751-4600

Fax: (312) 751-7192

BA NUM RAILROAD CONTACT OFFICIAL
TITLE
RAILROAD NAME
ADDRESS 1
ADDRESS 2
CITY, STATE, ZIP

(DATE)

SUBJECT: Request for Verification of Date Last Worked for Railroad Employer

Please review the attached listing of employees who have recently stopped railroad employment and applied for Railroad Retirement Act (RRA) age and service or disability annuities. The dates on the listing are based on the information the employees provided on their annuity applications. The actual *Date Last Worked* for your railroad and, if later, the last day of any *Pay for Time Lost* are important because these dates affect the date the employee RRA annuities can begin. Please verify that these dates are correct.

Also, for age and service applicants and a few disability applicants, please verify the date the employees provided as the "*Date Relinquished Rights*" to return to work for your company.

If any of the dates provided by the employees are not correct, please cross out the incorrect date and write the correct date above it. Return the corrected listing to the Retirement Benefits Division-RIS. The fax number is indicated above.

If all of the dates on this listing are correct, it is not necessary to return the listing to the RRB.

IMPORTANT NOTICE

PAPERWORK REDUCTION NOTICE - The information to be verified on this listing is needed to determine your employee's eligibility for a retirement annuity under Section 2 of the Railroad Retirement Act (RRA)(45 USC 231A). Furnishing this information is required by law (Section 7(b)(6) of the RRA (45 USC 231f(b)(6))).

We estimate it will take an average of 5-20 minutes to respond for each listing, including the time for reviewing the instructions, getting the needed data, and reviewing the listing. Federal agencies may not conduct or sponsor, and respondents are not required to respond to a collection of information unless it displays a valid OMB number. If you wish, send any suggestions regarding the accuracy of our estimates or any other aspect of this form, including suggestions for reducing the completion time, to the Chief of Information Resources Management, Railroad Retirement Board, 844 North Rush Street, Chicago, IL 60611-2092. If you make corrections to this listing, return it to the Retirement Benefits Division to the fax number shown at the top of this page. Please do not address your response to this listing to the Chief of Information Management.